



**src** activism  
advocacy  
representation

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**MINUTES** of the 2<sup>nd</sup> meeting of the Executive Committee, 93<sup>rd</sup> SRC, held on the 11<sup>th</sup> Jan via Zoom.

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**PRESENT:** Swapnik Sanagavarapu (Chair), Priya Gupta\*, Anne Zhao\*, Yue (Maria) Ge^, Lauran Lancaster, Oscar Chaffey, Zhengjie (Grace) Fei and Cole Scott-Curwood.

Apologies: Roisin Murphy and Iris Yao

Minutes: Julia Robins

In attendance: Melissa de Silva and James Campbell

Meeting Opened: 12:16pm

\*^Joint position holders, counted together towards quorum.

### **1. Acknowledgement of Country**

The University of Sydney Students Representative Council acknowledges the traditional owners of this land, the Gadigal people of the Eora nation. We pay our respects to the Elders both past and present of the Eora nation and extend that respect to other Aboriginal people present.

### **2. Apologies**

Apologies were received from Roisin Murphy and Iris Yao

Moved from the chair

The apologies were accepted.

### **6. Workplace Health and Safety Report**

*Melissa de Silva entered the meeting to give a verbal report*

- We've been working from home since March last year
- Things have mostly been running smoothly
- We've ordered a standing desk for a staff member
- We've also has a potential RSI but we've avoided taking that through insurance as that is very difficult
- There may be a couple of costs, not many but one cost would be an assessment on how to set up a desk to avoid injury
- We've done a work from home checklist and everyone said they has everything in order
- Covid19 is an ongoing issue and am grateful for the flexibility offered to keep adapting to this situation
- The SRC doesn't have great ventilation and is also narrow, while 2 or three people being in the office is fine it's in the hallways, bathroom and kitchen it's much harder to social distance
- This will be more of a concern come O-Week as it can't be the same as it's been done in the past
- There will be wall planners this year but will be distributed more like Honi picking up from unmanned stands
- If there are going to be hand out's it's got to be considered how we are going that to minimise touch points and other infection control processors
- This is a good thing to start thinking about, and planning soon
- Printing – we will need to think about that as well

- Please make sure you are avoiding coming into the office where possible and that you are always signing in and out when you do attend
- The university has been leaning on us to use the health contact tracing, but we are trying to stick to the system that we have as it is working well
- Increased the days of the cleaner but if staff are not going in we may drop back down on that if there is no one going into the offices
- Sydney is a hotspot and so we need to be careful and avoid using the SRC where possible
- Banner paints and such should be done outside

Anne asked about orientation handbook and using the SRC computers for handbook layouts, should we fill in the form for that

Mel recommended letting her know so she can add you to the list, make sure you text in and remember to keep distance.

Swapnik Sanagavarapu recommended talking to chits about getting the adobe cloud

Priya Gupta said they had but getting access to the server was an issue until recently as you need a mac to do so.

Motion: that the report of the Workplace Health & Safety Officer be accepted.

Moved: Swapnik Sanagavarapu

Seconded: Priya Gupta

### **3. Minutes**

Minutes of the meeting of the Executive held on the 17<sup>th</sup> December 2020 were distributed.

Motion: that the minutes of the 17<sup>th</sup> December 2020 be accepted.

Moved: Swapnik Sanagavarapu

Seconded: Lauren Lancaster

The motion was put and **CARRIED.**

### **4. Business arising from the minutes**

There was no business arising from the minutes.

### **5. Correspondence**

There was no correspondence.

Swapnik Sanagavarapu passed the Chair to Priya Gupta

### **7. Report of the President**

Swapnik Sanagavarapu gave a verbal report

- Talking to Priya and Anne about Welcome week
- Sydney Legal observer network
  - o Hoping to get Community legal Centres and law student's out to protests reminding people about their rights and making sure people don't get arrested
  - o Looking into what we can contribute and doing some SRC informs on legal rights at protests and publishing them

- Setting up a website for this initiative
- Hoping to get exec approval for this
- Going over the committee allocation for exec
- Request for funding:
  - \$150 to upgrade us to a premium subscription, this is 85% off and part of their education programs and hoping to expand the slack and what we will use in it
  - \$250 for a sitting standing desk for Breda while working from home
- Want us to getting going on the consultations and forums so that when semester starts I want to have surveys up and running, really want to up our communication with students
- Want everyone to keeping each other in the loop on what they're doing for the week to make sure
- Overall Welcome Week:
  - Will be in week one, smaller than usual
  - Will be for 4 days
  - Will be limited in what we can
  - Cost is looking to be unreasonable at about \$10 000 for a stall and \$5000 for a roaming as we are considered and external client which is just not viable for us as our overall budget is \$15 000 for everything excluding counter-course/handbook printing costs
  - Going to ask if we can get a lower cost discussion on SRC options
    - Lauren Lancaster asked that surly we should be getting a discount at as a student organisation
    - Swapnik Sanagavarapu we may be able to get a lower rate if we ask and if they say not was can ask the Uni for support. Also we can look at setting up in week to as well. Potentially we can set up through the Uni Separately but will be difficult
    - Maria Ge asked about the possibility of sponsorship
    - Swapnik Sanagavarapu noted that sponsorship was not really something that the SRC has been comfortable doing because if often come with promoting or advertising the company
    - Julia noted that sponsorship has been looked at and dismissed in the past due to burdens and conditions on the work of the SRC in exchange and was not appropriate, the SRC structure makes it difficult to get sponsorship, another union would really be the only appropriate sponsor
    - Anne asked if another space during welcome week could be used looking at
    - Oscar asked how much everything else would cost for Welcome week?
    - Swapnik Sanagavarapu said it's not clear at this point what other this will cost in general looking at reusable askes it looking to be \$1000 and unsure about tote bags
    - Julia Robins said she thought totes bags cost around \$2000 last year, and stalls are normally a lot less
    - There was discussion around what options the SRC should look into to minimise costs for O-Week including looking at week 2, our own marquee and also asking the Uni and USU for support/reduced cost.
    - I was agreed that a reduction needs to be negotiated and at least one stall booked and if nothing else can be arranged run a full SRC presence in week 2 for a much lower cost
    - Aim to meet again after meeting the USU either Friday or Monday and set plan formally then

Motion: That the report of the President be accepted.

Moved: Oscar Chaffey

Seconded: Lauren Lancaster

The motion was put and **CARRIED.**

## **8. Report of the Vice Presidents**

Maria Ge provided a written report:

In the executive meeting, we discussed issues related to academic appeal. I proposed to improve the official website of SRC to make appeal easier and make more people know the existence of caseworkers. Fortunately, shortly after it was proposed, the official website of SRC was quickly changed, and now the information of Caseworkers can be found in a prominent place on the official website of SRC. Now, we are discussing how students can vote to reflect the sudden homogeneous technique issue related to academic appeals. We will continue to carry on this, and we are looking for more ways to improve the way SRC provides services.

We have also been working on issues with the university VPN for international students as we have noticed many complaints about it. We are working with Larry from Student Housing Officer to make a questionnaire to send out to students asking about their feedback related to VPN. We hope to distribute these shortly. We have been looking into different ways to engage students with an online welcome week, and we have found some options and are testing their feasibility and looking into other alternatives.

We are arranging training for International Student Officer and Sexual Harassment Officer. The purpose is to provide multi-language mental health help for international students and help the sexual harassment officer better support victims.

Last but not least, we are making a detailed plan for the whole year. It will include the changes we want to make, the projects we want to run, and the timeline and aims of those projects throughout the year.

Discussion:

Maria Ge also asked about if we could get sponsorship through donations of goods so we don't link the logos together and we can get things donated and hand out their products to students, like cleaning products.

There was discussion around the issue of sponsorship and the cost and benefits of doing it.

Lauren Lancaster expressed concerns over the amount of promotion companies would want for sponsorship

Swapnik Sanagavarapu cited his main concerns were that the SRC would probably be required to give such products a lot of promotion and endorsements and that this could conflict with the SRC political actions/work, and that he didn't think it was necessarily appropriate for the type of organisation the SRC is, and that there are time where is maybe but this is not one of them.

Julia Robins talked about the history of sponsorship at the SRC, which is very limited and closest thing in recent times was asking for donations for the mutual aid program run in 2020. In the past it was not accepted at welcome week due to the Exec seeing it being a poor deal for the SRC.

Cole Scott-Curwood noted that donations of products was fine but other things would be harder

Maria Ge said that is there was anything more than just donating products it would need to have a contract.

Motion: that the report of the Vice Presidents be accepted.

Moved: Swapnik Sanagavarapu

Seconded: Anne Zhao

The motion was put and **CARRIED.**

*Priya Gupta left the meeting at 1:38pm*

## 9. Report of the General Secretaries

We have mostly been working on the Orientation Handbook and Welcome Week organisation, as well as some initial work to set up structures for the year ahead.

For the Orientation Handbook, we have decided what we would like to be included, and have reached out to relevant people as well as started to write ourselves. Included in the handbook will be health resources for students, and initial information on the plans of the SRC this year, including forums, constitutional change, and volunteering opportunities, info. on online study. We also plan to have a shortened version released online, with the most relevant pieces translated into Mandarin to aid international students, especially those who are not in Australia.

Welcome Week planning has been difficult due to changing COVID conditions and uncertainty about what WW will practically look like. We have however, decided to have tote bags which will include, as is usual, Orientation Handbook/Counter-Course, SRC pens, and the study planner, as well as other items such as reusable face masks and stickers. We also have an artist for the tote bag art, who plans to design anthropomorphic animal/s.

We have started to work on the budget, and are currently in the process of consulting with OBs regarding what their plans are for the year and the associated costs, so that we may distribute funds in a way which promotes the most efficient activism across the many departments.

Along with the rest of exec, we have been internally allocating people to committees, and have started to think about bringing proposals of specific ideas to different committees. We have also helped clean the OB room, hopefully making it more useable, and slightly helped with the food bank.

*Lauren Lancaster left the meeting at 1:42pm*

Throughout last (and previous) year, departments often printed in massive numbers, and then unable to distribute all resources in time, the unused printing would accumulate, making the OB room less useable, wasting paper, budgets, and the time of admin staff. We would like to move that the **limit of each printing round is 250 copies**. Departments would be welcome to do another printing around for the same design/event once they have used up the previous round of posters. Depending on what works for admin staff, OBs can potentially upfront request to have multiple printing rounds for the same design, and only have to confirm that they still need the additional rounds later, rather than having to re-submit an entire request.

Julia Robins recommended speaking to Chitra about how best to implement this process for admin office why we were still working from home and not always in the office and what is possible on a shorter turn around.

Anne also noted that Mickie said the Adobe Creative cloud would be \$45 per person so we may need to get that so we can do the handbook from home.

Motion: that the report of the General Secretaries be accepted.

Moved: Swapnik Sanagavarapu

Seconded: Maria Ge

The motion was put and **CARRIED**.

## **10. Report of the Administration Manager**

There was nothing to report from the Administration manager

## **12. SRC Legal Service Report**

There was nothing to report from the SRC legal service.

## **13. Approval of Payments**

### **13.1. Invoices**

There were no invoices

### **13.2 Reimbursements**

There were no reimbursements

## **14. Any Other Reports**

### **14.1. Report of the Education Officers**

Goals for the holiday break:

- Attend the National Union of Students (NUS) Conference
- Organise Counter course
- Organise first Education Action Group meeting
- Plan Invasion Day contingent
- Find out information about the EBA
- Have a rough plan for campaigns to start the year with

Progress/ reports on these goals:

- The NUS was really useful to attend despite it not voting on supporting campaigns. Disappointingly, although there were many motions about supporting and running activist, left wing campaigns, the union did not vote to support them. Luckily, there is still plenty of opportunities to use the reputation of the NUS to support campaigns into the future. Hopefully Sydney Uni can run campaigns separately that then pressure the union to take up a national campaign.
- The Countercourse organisation is going well. We have got article pitches submitted and are getting drafts on Monday. Me and Tom are then attending the workshop on how to put the articles together on Tuesday. Hopefully we can get it all organised with a week or two in advance of O'Week.
- We have planned for a collective meeting next week, which we'll use to organise Invasion Day plans/ contingents as well as brainstorm about campaigns for the start of sem and plans to support the NTEU and EBA.

Future plans/ goals:

- Complete Counter course

- Concretize plans for O'Week
- Decide on campaign for beginning of the year
- Plan out spending for O'Week and in general

**14.2. Report of the Women’s Officers**

WELCOME WEEK PREPARATION

Our main focus at the moment is on the Women’s Collective’s Welcome Week publication, *Growing Strong*. We have spent the last few weeks collating pitch submissions, and are now drafting and editing articles, collecting art and illustrations, and laying up the publication. This is the collective’s current priority, as well as both Women’s Officers, as it is the most time sensitive.

Alongside *Growing Strong*, we are preparing other resources for the Women’s Collective Welcome Week stall. We have commissioned an artist to design a new logo for all of our 2021 materials and social media. Last year’s Women’s Officers, Ellie and Vivienne, have passed on a few hundred new shirts and tote bags that we can use at our stall. Therefore, we are looking into some more unique, hand-made merchandise from local artists. We are still finalising designs and quotes for this merchandise, and are pending the completion of the new WoCo logo design. In addition, we are preparing a flyer on how to report sexual misconduct from students as well as staff, connecting with Mel from the SRC, and the Student Liaison Officers from the Safer Communities committee.

SOCIAL MEDIA

Most of our building of the collective will occur during Welcome Week, in our new sign-ups and follow-up social events. In the meantime, we have made a new WoCo Facebook group, and are keeping up social media posts on the Facebook page and group, Instagram, and Twitter to retain visibility and continue engaging new and existing members. WoCo, like all collectives, has struggled to stay a connected collective throughout multiple lockdowns and restrictions to online activism, so it is important to us to keep existing members engaged and the collective visible.

LOOKING AHEAD

Since the handover from late December, the two of us have identified six areas where we want to foster education and involvement this year: 1) police and prison abolition 2) sexual assault 3) reproductive justice 4) trans justice 5) international solidarity 6) wider community involvement. This year, the national student survey on sexual assault and sexual harassment will take place (after being postponed last year). We have reached out to Universities Australia for any and all updates on the progress of the survey.

Motion: that 14. 1 and 14.2 the report of the Education Officers and the report of the Women’s Officers be accepted.

Moved: Swapnik Sanagavarapu

Seconded: Oscar Chaffey

The motion was put and **CARRIED**

**15. Other Business**

**15.1 Staff Leave**

Dee	Breda	42	6	13/11/20	24/11/20	AL and TIL
Kitsos	Laura	7	1	6/11/20	6/11/20	SL
De Silva	Melissa	14	2	6/11/20	7/11/20	AL
Maher	Sharon	35	5	9/11/20	13/11/20	AL

Narayanan	Chitra	7	1	13/11/20	13/11/20	TIL
Robins	Julia	15	3	18/11/20	20/11/20	AL
De Silva	Melissa	7	1	20/11/20	20/11/20	SL
Maher	Sharon	35	5	23/11/20	27/11/20	AL
Badawy	Cade	18	2.5	25/11/20	27/11/20	STUDY
Campbell	James	28	4	30/11/20	3/12/20	AL
Pringle	Lorna	28	4	30/11/20	4/12/20	AL
Narayanan	Chitra	38.5	5	4/12/20	11/12/20	AL
Maher	Sharon	6	2	9/12/20	10/12/20	TIL
Dee	Breda		8	11/12/20	22/12/20	AL TIL SL
Maher	Sharon	7	1	16/12/20	16/12/20	TIL
De Silva	Melissa	14	2	16/12/20	17/12/20	TIL
Dee	Breda	7	1	18/12/20	18/12/20	TIL
Badawy	Cade	14	2	21/12/20	22/12/20	TIL
Kitsos	Laura	56	8	7/1/21	19/1/21	AL
Lemay	Amanda	94.5		7/1/21	9/2/21	AL and TIL
Quick	Micky	2		7/1/21	8/1/21	AL
Campbell	James	7	1	7/1/21	8/1/21	AL
Maher	Sharon	35	5	11/1/20	15/1/20	AL
Narayanan	Chitra	28	4	25/1/21	29/1/21	AL
Kitsos	Laura	7	1	9/3/21	9/3/21	SL
Kitsos	Laura	7	1	22/2/21	22/2/21	SL
Kitsos	Laura	7	1	5/11/21	5/11/21	SL

## **15.2 Swipe Access**

Liam Donohoe Councillor  
Siyao (Melaine) Liu Councillor  
Lin Peng Councillor

Motion: that 15.1 and 15.2 be moved en bloc

Moved: Swapnik Sanagavarapu

Seconded: Cole Scott-Curwood

The motion was put and **CARRIED**.

While waiting for James Campbell to arrive there was a brief discussion about the types of masks the SRC should purchase to distribute.

## **11. Report of the Casework and Policy Manager**

*James Campbell entered the meeting and gave a verbal report*

- Noted that he has given formal notice of his resignation
- Will need to begin the process of appointing a new manager
- This means first opening up the role internally and then externally
- Need to nominate 2 people from the Executive to sit on the selection committee
  - o Usually the President and one other
- There are also 2 staff members on the selection committee

- Potentially 2 set of interviews of another role, committee members may change for the second role

Swapnik Sanagavarapu noted that due to the length of the meeting the exec may appoint the member later in the week when everyone has had a chance to nominate.

Motion: that the report of the Casework and Policy Manager be accepted.

Moved: Swapnik Sanagavarapu

Seconded: Anne Zhao

The motion was put and **CARRIED.**

*The meeting was declared closed at 2:06pm*